

# Town of Tiverton

## Recreation and Beach Commission

### MEETING MINUTES

**Organization:** Recreation and Beach Commission

**Date and Time:** Tuesday, May 3, 2016 @ 6:00 p.m.

**Location:** Tiverton Public Library, Tiverton, RI 02878

**Meeting called to order** at 6:10 p.m.

**Members in attendance:** John Cordeiro, Chris Roemlein, Edward Sevigny, Joseph Perry, Karen Midolo

**Members Absent:** ---n/a

- Meeting called to order by JC at 6:10pm

**Public Delegations:** Matt Wojcik

**Public Announcements:** ---

#### **Item #1: Treasurer's Report – John Cordeiro**

- Total Expense Budget to Actual Budget (4-29-16) was distributed and reviewed by current Treasurer, John Cordeiro. Funds labeled Recreation Commission may need to be transferred into the Town Beaches account to cover wages for seasonal employees.
- A member of the public notified the board that Thursday, May 5<sup>th</sup> at 7 p.m. there will be a budget meeting at the Middle School. He was under the impression the Recreation & Beach Commission's budget would be reduced for FY 2017. A member of the commission would try to attend the meeting.
- *JP made motion to approve Treasure's report with a second from ES.*
- *Motion Approved: FOR: JC, CR, ES, JP, KM*
- *AGAINST: N/A.*
- *ABSTAIN: N/A*

#### **Item #2: Administrator's Presentation**

Matt Wojcik had not yet arrived.

*\*A motion to move the Administrator's Presentation until after Old Business was made by John Cordeiro. It was seconded and approved.*

*Motion Approved: FOR: JC, CR, ES, JP, KM*

*AGAINST: N/A.*

*ABSTAIN: N/A*

### **Item #3: OLD BUSINESS**

#### **A) Field Maintenance Update – John Cordeiro**

- John has requested the list of work completed from the contracting company. Next meeting we will compare the list of work completed to the invoices we have paid to assure no discrepancies. We may need to complete more preventative maintenance to avoid repair costs.

#### **B) Soccer Complex Update – John Cordeiro**

- Stonebridge Fire District has agreed to transfer land to the town for a soccer complex. It was a 2 year agreement. We have already extended it twice and will most likely need to extend again. They won't transfer the land until the project is completed. They want the complex lighted and fenced. A few years ago \$480,000 was estimated to complete the project. It will most likely be higher now.

#### **C) Review Field Use Hierarchy – John Cordeiro**

- We reviewed the field hierarchy plan, also available online. John expressed his concerns over the fact that the general public was not listed. The committee will review the plan and vote on a hierarchy at the next meeting.

#### **D) Recreation Coordinator Status - John Cordeiro**

- India Keyon has expressed interest in the position, but only to manage the beaches. She thinks it will be too much to also manage the summer programs.

### **Item #2: Administrator's Presentation - Matt Wojcik**

Matt reviewed his priorities for the committee:

- **Summer Camps** – Last year the Day Camp brought in money for the Recreation Department. In addition, it provided the families of Tiverton with a child care option. He would like us to continue this program if possible. Matt thought that college kids may be too close in age to appropriately chaperone.
- **Opening the Beaches** – The beaches open on Memorial Day. They are only open on weekends until school is out and then they are open every day. Fogland Beach is more popular. People are willing to pay \$10 to park there. If we can only open one, it makes sense to open Fogland Beach. Last year the bathrooms at Grinnell's Beach were closed and portable toilets were rented. The town council will be discussing an overhaul of the Grinnell's Beach bathrooms at their meeting on May 9<sup>th</sup>. Someone from the Recreation Committee should attend that meeting if possible. The bathrooms at Bulgamarsh Park are regularly vandalized. We have been lucky that the majority of the repairs can be completed with town maintenance crews and not have to be outsourced. However, there has been talk about hiring a retired town employee to act as a night watchman and open/close them going forward.
- **Recreation Plan** – The Recreation Plan is old and needs to be updated.

### **Item #4: NEW BUSINESS**

#### **A) Establish Commission Calendar of Meetings - John Cordeiro**

*\*A motion was made by ES, seconded by JP, and approved to hold committee meetings the 1<sup>st</sup> Tuesday of every month at 6 p.m.*

*FOR: JC, CR, ES, JP, KM*

AGAINST: N/A.

ABSTAIN: N/A

## **B) Nomination and Vote Officers – All**

*\*A motion was made by John Cordeiro, seconded CR, and approved that office terms will run through December 2016.*

*FOR: JC, CR, ES, JP, KM*

*AGAINST: N/A.*

*ABSTAIN: N/A*

- Karen Midolo was nominated for committee Secretary.

*\*A motion was made JP, seconded ES, and approved to appoint Karen Midolo as committee Secretary.*

*FOR: JC, CR, ES, JP, KM*

*AGAINST: N/A.*

*ABSTAIN: N/A*

- John Cordeiro was nominated for committee Chairman.

*\*A motion was made by CR and seconded JP, and approved to appoint John Cordeiro as committee Chairman.*

*FOR: JC, CR, ES, JP, KM*

*AGAINST: N/A.*

*ABSTAIN: N/A*

- Chris Roemlein was nominated for committee Vice Chairman.

*\*A motion was made by JP, seconded ES, and approved to appoint Chris Roemlein as committee Vice Chairman.*

*FOR: JC, CR, ES, JP, KM*

*AGAINST: N/A.*

*ABSTAIN: N/A*

*\*A motion was made by CR and seconded by JP and approved to table the Treasurer appointment until the next meeting.*

*FOR: JC, CR, ES, JP, KM*

*AGAINST: N/A.*

*ABSTAIN: N/A*

## **C) Recreation Programs – Sign-up Dates, Discussion, & Possible Vote – All**

- John has contacted all vendors for the summer programs, except the cooking class vendor. All vendors have agreed to come back for 2016. Chris will coordinate the cooking class. A Use of Facility request will need to be submitted to use the High School for the cooking class.
- Sandy was at the meeting and would like to run the Parks Program again. She has received offers to run two other summer programs, but prefers the Tiverton program. Joe will write a letter of recommendation for Sandy to the town council. Last year Sandy had no supplies. A parent donated \$300 of toys when there was nothing for the kids to play with. She still has those, but doesn't have anything from the town and doesn't know where they might be. Joe will look to see what the town has. This year the Parks Program will run July 5<sup>th</sup> through August 12<sup>th</sup>. The program runs 9:30 – 2:30

Monday – Friday and is for 9 – 12 year olds. Joe mentioned that in a program he managed, it was not advertised, but 13 year olds that attended previously and behaved well were allowed to attend for an extra year. When it rains, the kids are moved into Pocasset School. A Use of Facilities request will need to be submitted. The kids are there the same hours as the janitor so there is no additional maintenance expense. A porta potty will need to be rented for when the kids are outside. The kids are responsible for bringing their own lunch. There is a 10:1 kids to adult ratio required. Last year the total cost for the 7 week program was \$100 for Tiverton residents. Each additional child was \$75. Non-Tiverton residents paid \$150. A member of the public voiced concern over the rate increase from 2014 to 2015. John told her it wasn't in the Recreation Committee's power to reduce the price of the program, but even so, he thought the price was fair. We will offer hardships to families that cannot afford it.

- Due to the lack of a Recreation Coordinator, the committee felt that we should forgo the Day Camp program that was started last year. Karen asked that we wait to see if we could get India Keyon on board in the next couple of weeks before making that decision. Chris said he would try to get in touch with her.

*\*A motion was made by CR and seconded by JP and approved to hold sign-ups for all summer programs on May 21<sup>st</sup> from 9 a.m. – 12 p.m. at the Town Hall.*

*FOR: JC, CR, ES, JP, KM*

*AGAINST: N/A.*

*ABSTAIN: N/A*

#### **C) Discuss Beach Opening – Including Summer Employees – All**

- We will follow years past and open the beaches Memorial Day weekend. John will ask the Administrator's office for job descriptions for the summer employees (lifeguards, gate attendants, etc.). He has a list of the seasonal employees that worked at the beaches last year and will call and encourage them to apply again. The town's Personnel Department does all of the hiring. Applications for summer positions should be in by May 21<sup>st</sup>.

#### **E) Discuss & Approve Resident/Non-Resident Beach Sticker Purchase – All**

- John proposes that we have residents use dump tickets instead of purchasing resident stickers. He estimates it would save the town about \$500. He will ask the town hall for approval and we will vote on this at the next meeting.
- Joe has a contact at Paul's Press on Fish Road. Paul has the templates from past years when they have printed the stickers for us. Joe will get an estimate of how much resident & non-resident stickers will cost for the next meeting.

#### **F) Discuss/Vote On Special Use Permit Applications Received – All**

*\*A motion was made by JP and seconded by CR and approved to approve the Clements Marketplace Usage Permit for Bulgarmarsh field on Sunday June 5, 2016 from 3pm to 8pm.*

*FOR: JC, CR, ES, JP, KM*

*AGAINST: N/A.*

*ABSTAIN: N/A*

*\*A motion was mad by JP and seconded by ES and approved to approve the Megan Cordeiro Memorial Foundation Usage Permit for Town Farm on June 4, 2016 from 6am to 8pm and June 5, 2016 from 6am to 5pm.*

*FOR: CR, ES, JP, KM*  
*AGAINST: N/A.*  
*ABSTAIN: JC*

**Item #5: Next Scheduled Meeting & Adjournment**

*\*A motion was made by JP and seconded by CR and approved to hold the next meeting on May 17, 2016 at 6 p.m. at the Tiverton Library.*

*FOR: JC, CR, ES, JP, KM*  
*AGAINST: N/A.*  
*ABSTAIN: N/A.*

*\*A motion to adjourn was made at 8:10 p.m. by JP, seconded by ES and approved.*

*FOR: JC, CR, ES, JP, K*  
*AGAINST: N/A.*  
*ABSTAIN: N/A.*

Submitted by: Karen Midolo

Approval Date: